



# encounter



**TRAINING HANDBOOK**

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## Catholic Social Teaching

1. Review Catholic Social Teaching Principles
2. Catholic Social Teaching History
3. Catholic Social Teaching Resources for Individual Formation

## Migrants: Who, What (they do), How

1. Review Migrants history
2. Types of Jobs
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## Creating a Vision and Mission for the Parish - Strategic Planning

1. Renewing Your Vision
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## Relationships: Developing Interpersonal Skills

1. Learning about listening skills
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## Best Ministry Practices

1. Review diocesan policies, such as child safety and photo release
2. Office of Social Ministries policies in Migrant Ministry
3. Other important safety issues
4. Learning boundaries
5. Don't be a superman

## Action Plan

1. Write it down - using reporting forms
  - Finalize Action Plan for Migrant Ministry

“ meeting Jesus in them  
seeing Christ in us ”

## THEMES OF CATHOLIC SOCIAL TEACHING

"The Church's social teaching is a rich treasure of wisdom about building a just society and living lives of holiness amidst the challenges of modern society. Modern Catholic social teaching has been articulated through a tradition of papal, conciliar, and episcopal documents. The depth and richness of this tradition can be understood best through a direct reading of these documents. In these brief reflections, we highlight several of the key themes that are at the heart of our Catholic social tradition." (usccb.org)

### Theme 1: Life and Dignity of the Human Person

- The Catholic Church declares that human life and dignity are sacred. Without life, there can be no Catholic Social Teaching.
- Society and institutions are called to respect human life and dignity.

### Theme 2: Call to Family, Community, and Participation

- The organization of the society influences the respect for human dignity and should allow people to participate in society and to seek the well-being and common good of all.
- As integral social institutions, marriage and family must be fostered and supported

### Theme 3: Rights and Responsibilities

- All have a right to life and to the things required for human decency.
- We have duties to each other, to our families, and to society.

### Theme 4: Option for the Poor and Vulnerable

- The well-being of the most poor and vulnerable determines how well the society is doing.
- The needs of the poor are a priority for a society.

### Theme 5: Dignity of Work and the Rights of Workers

- Work allows man to take part in God's creation
- The dignity of work is observed by respecting the rights of workers

### Theme 6: Solidarity

- We are called to love our neighbors both near us and around the world
- Justice and peace are at the core of solidarity and we are called to pursue them.

### Theme 7: Care for God's Creation

- By taking care of God's creation, people and the planet, we live out our faith and show reverence to the Creator.

*For more information, please visit [usccb.org](http://usccb.org)*



## MIGRANT MINISTRY IN THE DIOCESE OF RICHMOND

Sacred scripture speaks of a God who is already known to us as the origin of our souls, and that same God inspires us to believe and to live and to act as human beings who are created in the image and likeness of God (Gen. 1:26-27; 5:1-3; 9:6; 1Cor 11:7; Jas 3:9). This recognition of our human dignity and our familial relationship to each other as children of a loving God has been part of the basic teachings of Christianity in the Catholic Church since the time of Christ. One such concern is how migrant farm workers fare in our society. How does the economic system of migrant farm labor affect the quality of life of the migrant laborers themselves and the rest of us?

### History

In the late 1970s Fr. Ricardo Seidel traveled throughout the Diocese of Richmond celebrating Mass and Sacraments amongst the many migrant farm workers and their families. It was a ministry of pastoral care, providing liturgies, sacraments, prayers and friendship. (Some rural parishes' records have mention of "migrant farm workers" and their families from Mexico, being baptized and receiving other sacraments from as far back as the early 1950's. The highest density of migrant farm workers in the diocese was and still is on the Eastern Shore. From the start, the ministry focused on access to pastoral care and social services. Early on there was even a vacation Bible school for the children of migrant farm workers.

### Current Ministry

Today, migrant farm laborers work along with local, seasonal farm workers to harvest the hand-picked crops. On the Eastern Shore, for example, there is a predominance of workers from Mexico with an additional one percent of workers coming from Haiti. Some are U.S. citizens by birth or naturalization. Others are permanent residents, or under Temporary Protected Status or Asylum applicants or H2A (guest-worker) visas or overstays or those who entered without inspection (undocumented). There is another one percent or so, who are from the United States and were recruited from the amongst the homeless population in Florida and brought to Virginia to harvest crops.

The presence of brothers and sisters from different cultures should be celebrated as a gift to the Church. Welcoming the Stranger Among Us: Unity in Diversity,

## SESSION 3: CREATING A VISION AND MISSION FOR THE PARISH STRATEGIC PLANNING

### 10 STEPS

#### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

Among the biggest challenges of migrant ministry are getting it started in the parish and keeping it working and vibrant once it exists. The needs of all of our migrant farm workers communities are deep, and in many places they are increasing; every individual presenting a crisis and every issue causing injustice in our community and world compels a response from our parishes. When faced with so many challenges it becomes difficult to put our finger on where to start, what to do, and, sometimes more importantly, what to put on hold.

The social mission is a part of a parish's life as a community of faith. In the Diocese of Richmond, we evaluate our communal activities in Word, Worship, Community, and Service, seeking to continually evaluate and enhance our activities in all areas to become increasingly vibrant and Gospel focused communities. Social ministry, the parish's expression of service to the community and the world, should draw the members of the parish into deeper relationship with one another and into deeper relationship with God as they give of themselves for others, for their communities, and for the world. In this specific social ministry, we will focus on migrant ministry which is our outreach to the migrant farm workers.

This packet outlines a process for getting your migrant ministry started in a way that builds off your vision for what the parish can be, it will guide you through a process of getting to know the needs of your community, determining what your parish can do to respond, and provide guidance in helping the parish to continue the process of planning for the future through evaluation. If migrant ministry is already an active part of your parish's life, undertaking this process can help to expand, reinvigorate, and evaluate your efforts. Either way, it will help your parish build an infrastructure that will support Migrant ministry over the long run. **This process includes 10 steps:**

**IT HELPS, NOW AND THEN, TO STEP BACK AND TAKE A LONG VIEW. THE KINGDOM IS NOT ONLY BEYOND OUR EFFORTS, IT IS BEYOND OUR IMAGINATION.**

**(BISHOP KEN UNTENER)**

## 10 STEPS

### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

1. Seek approval from parish leadership to begin a focusing process for migrant ministry at your parish.
2. Convene a team of parishioners who are willing to be a part of the process of establishing migrant ministry.
3. Review and discuss foundational social ministry materials, such as Catholic Social Teaching. Communities of Salt and Light: Reflections on the social mission of the parish by the U.S. Conference of Catholic Bishops, to create a common understanding of the purpose of parish social ministry among the group.
4. Assess the migrant ministry needs, wants and capacity of your parish.
5. Based on the group's understanding of migrant ministry and the intersection of migrant ministry needs, wants and capacity, write (or review) the mission and vision statements for migrant ministry at your parish.
6. Write a set of manageable goals and specific tasks that can be realistically completed with the identified capacity in one year to support the mission and vision. Establish an understanding for each goal of what will indicate success, and how you will track progress.
7. Seek approval from the parish leadership for the mission and vision statements, goals and tasks of parish migrant ministry.
8. Assign responsibilities and create a system of accountability using an organizational chart.
9. Track your progress and publicize your success to the parish using acceptable methods of communication.
10. Analyze and learn from your results, adjust the vision if necessary, reevaluate community needs, wants, and capacity, and establish a new set of goals.

In the next pages, we will review some of these steps in more detail.

## 10 STEPS

### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

#### Steps 1 and 2: Seeking approval of parish leadership and convening a team

Since this is a pilot program started by the Diocesan Office of Social Ministries, these steps are skipped. They would already have sought approval and done recruitments to get a team of volunteers.

#### Step 3: Come to a common understanding of the purpose of migrant ministry in the light of Catholic Social Teaching

At the beginning of the process, learn more about migrant ministry to get ideas about how your parish can best care for people who are poor and vulnerable and work for justice as an expression of their love for God.

*Review and discuss key documents about parish social ministry, such as:*

*Themes from Catholic Social Teaching by USCCB.*

*This happens in the first session of the training on the Migrant Ministry so as to form a strong foundation.*

## NOTES:

## 10 STEPS

### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

#### Step 4: Assess the migrant ministry needs, wants and capacity of your parish.

The needs of all of our communities are deep, and in many places they are increasing. Every individual presenting a crisis and every issue causing injustice in our migrant workers community and world compels a response from our parishes. When faced with so many challenges, it becomes difficult to put our finger on where to start, what to do, and, sometimes more importantly, what to put on hold. A parish cannot do everything. However, if it uses its gifts wisely and believes in what it is doing, a parish can effectively do migrant ministry.

*The key to effective migrant ministry is to find the intersection of migrant workers community needs, and the wants and capacity in and of the parish.*

- **“Needs”** represent the assaults on life and dignity in our communities and world. They are the unmet needs of people who are poor, suffering, and vulnerable within our parish families, our communities, and the world.
- **“Wants”** represent the problems that parishioners and/or parish leadership want to see addressed. It is critical to determine the wants of the parishioners because social ministry will rely on their support and effort in order to prosper.
- **“Capacity”** is more than financial resources; it represents the time, talent, and treasure of a parish. It assesses what gifts and resources a parish can devote towards migrant ministry. Your parish may have 10 immigration attorneys as part of the family who would be willing to devote time for pro - bono cases. Your parish may have an army of parishioners who can transport our migrant workers to mass or running errands. Take a look at your resources - financial, facilities, expertise, time, etc. You may be blessed with more than you think!

NEEDS

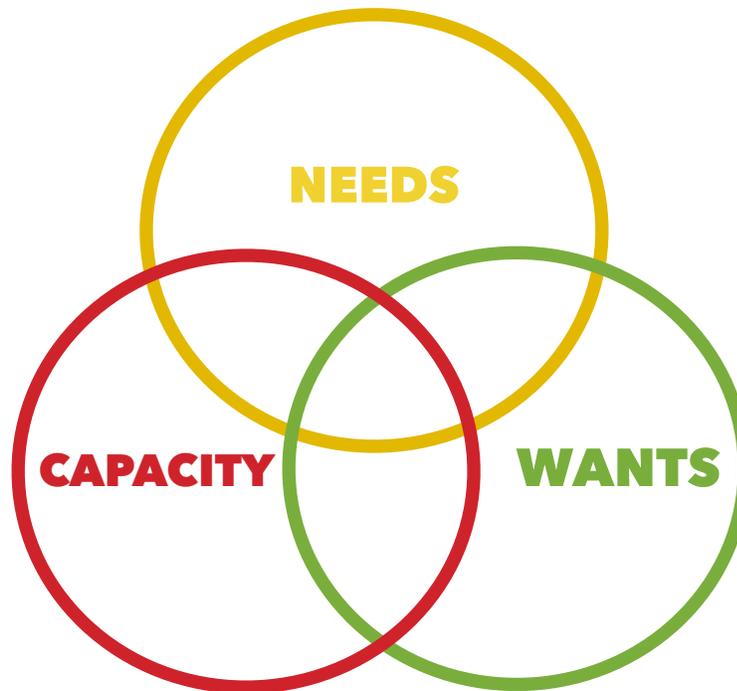
WANTS

CAPACITY

# SESSION 3: CREATING A VISION AND MISSION FOR THE PARISH STRATEGIC PLANNING

## 10 STEPS

### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH



There may be an endless list of needs - there may be an equally long list of wants. Your parish's capacity may also surprise you. This does not mean that you should rush out and tackle all of the needs and wants with all of the capacity that you have. This will lead to burn-out, duplication of effort, and inefficiency.

The parish should begin by focusing on the needs that correspond to what parishioners and leadership want to see addressed, for which there is the capacity to respond. As in the picture above, the circles representing needs, wants and capacity are much larger than the area of intersection between the three circles. In this way, you should choose efforts for which there is a need, which the parish wants to address, and has the capacity to respond.

## 10 STEPS

### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

**Step 5: Based on intersection of migrant ministry needs, wants and capacity, write (or review) your mission and vision statements for migrant ministry at your parish.**

*A vision statement describes a compelling image of what the parish migrant ministry can become. A vision statement:*

- touches on values and hopes.
- communicates what we want to be
- is real attainable and believable
- is able to be translated into actions
- can be implemented over time.

Sometimes it is helpful to develop these two statements during two different meetings. At the first meeting, review the common understanding of your parish's migrant ministry your team came to in Step 1. Now, have each individual fill out the worksheets in **Appendix IV**; then, discuss.

Stay within your established time constraints and end the conversation after having someone commit to draft a mission statement then a vision statement based on the sharing of the group for the next meeting. At your next meeting, review and adopt the statements.

It is often useful to designate a facilitator, not a member of the group, to both facilitate the discussion and to draft the statements. OSM Staff are here to assist in this part of the process.

**THIS IS IMPORTANT: TO GET TO KNOW PEOPLE, LISTEN,  
EXPAND THE CIRCLE OF IDEAS. THE WORLD IS CRISSCROSSED  
BY ROADS THAT COME CLOSER TOGETHER AND MOVE APART,  
BUT THE IMPORTANT THING IS THAT THEY LEAD TOWARDS THE  
GOOD.**

**POPE FRANCIS**

### 10 STEPS

#### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

**Step 6: Write a set of manageable goals and specific tasks that can be realistically completed with the identified resources in one year to support the mission and vision.**

Bring the mission and vision statements together with the information that you gathered about the needs, wants and capacity of your parish to create a list of goals. Each goal should have a corresponding list of steps (tasks and strategies) that when completed or implemented, will achieve the goal. To each step, assign an expected date of completion, and an estimate of the amount of funds and people needed to achieve it. Write reasonable goals that can be completed in one year.

As gratifying as it is to cross things off lists, migrant ministry is about more than completing a set of tasks. Your team should come to a common understanding of how each goal is contributing towards your mission and your vision for Migrant Ministry, and how you will measure success.

If your goal is to do regular visits to the migrant workers and bring material food/clothing, a recommended consideration is to think about how to engage the parish to meet these needs. You might establish 3 teams with a mix of English and Hispanic speakers visit while 2 teams organize the reception of donations

In measuring your results, you might take into consideration not only having the establishments of teams but the consistency of the teams, reception of donations and how many people are encountered in the migrant camps including how many that receive the donations. You could also measure the amount of your success by how you were able to mobilize the parish to meet these needs in that community.

<b>Goal:</b>	
Step 1:	
Due Date:	\$\$/People Needed:
Step 2:	
Due Date:	\$\$/People Needed:
Step 3:	
Due Date:	\$\$/People Needed:
Step 4:	
Due Date:	\$\$/People Needed:
<b>Goal Complete By:</b>	<b>Total \$\$/People Needed:</b>

# SESSION 3: CREATING A VISION AND MISSION FOR THE PARISH STRATEGIC PLANNING

## 10 STEPS

### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

#### Step 7: Seek approval from the parish leadership for the mission and vision statements, goals and tasks of parish migrant ministry.

Return to your parish's leadership (priest) with your plan. The purpose of seeking their approval at this stage is not to seek input on it. You are asking them to approve it. Their approval may be contingent upon a change or two, but the design portion of the process has been completed. Now you have everyone on your side to help you accomplish your goals.

#### Step 8: Create a leadership structure responsible for on-going coordination of parish migrant ministry.

Once your plan has been approved, you will need people who will be responsible for overseeing the implementation of the plan and for carrying out the specific tasks that you have identified. Depending upon the size of your parish, these may be different people.

The people who will take responsibility for overseeing the implementation of the plan will be your leaders. These leaders often form a Migrant Ministry Leadership Team or Committee. Through their effort and coordination, the committee makes it possible for a parish to provide an organized, effective service to the migrant worker community that engages the parish community and helps it develop deeper relationship with Jesus.

Make sure that each goal in your plan and each identified step becomes an assigned responsibility for one member of your Parish's Migrant Ministry Leadership Team. Steps and goals may be carried out collaboratively by members of the team and with other folks from the parish, but someone should be tasked with making sure that each step and each goal is accomplished.

### Parish Migrant Ministry Leaders:

- Plan, Implement, Assess - Provide vision and direction to the migrant ministry work of the parish by facilitating the strategic planning process of determining needs, allocating resources and setting priorities.
- Open Lines of Communication - Facilitate communication and collaboration between migrant ministry and the pastor, pastoral council, other church ministries and the parishioners, e.g. designate a liaison to the parish council or keep up a column in the bulletin.
- Bring People Together - Convene the migrant ministry leadership for the purpose of planning, leadership development, spiritual rejuvenation and celebration.
- Develop New Leadership - Invite new people to share their talents through migrant ministry and help them to develop the skills they need to succeed.
- Deal with Crisis Situations - While most situations can be anticipated and dealt with during normal operations, some situations will require special attention of leadership.

***Giving care to designing this step will help keep your migrant ministry efforts running smoothly over the long run.***

## 10 STEPS

### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

**Step 9: Track your progress and publicize your success to the parish using acceptable methods of communication.**

Using the method that your team established in Step 6, record data! While not everything that counts can be counted, and not everything that can be counted counts, it's important to keep track of what you're doing for future planning and to keep your community in the loop.

Format your information in an accessible way and make it available to the members of your community and publicly celebrate your success! There's no better way to get more people involved in migrant ministry than to show the whole parish what joy and energy comes from effectively implementing migrant ministry.

Make sure that your parish's leadership is on board for how you plan to publicize your results. If possible, report your efforts and accomplishments during Sunday announcements, on the parish web site, with a quarterly bulletin insert, or at a table during coffee and donuts after mass. If your parish has a monthly newsletter or email network, ask about getting some space to communicate your results and provide contact information so that members of the parish can be in touch - information can prompt questions. Questions prompt invitations. Invitations promote participation. Greater participation will enhance your parish's ministry of service to the community and the world.

Invite feedback and ask people to provide comments and to evaluate what you are doing. If possible, design an evaluation form for each of your efforts, and have parish members and service recipients provide responses.

Make sure that your questions will help you in an ongoing effort to evaluate the success of your ministries.

## 10 STEPS

### TOWARDS ESTABLISHING AN ENCOUNTER MIGRANT MINISTRY AT YOUR PARISH

**Step 10: Analyze and learn from your results, adjust the vision if necessary, reevaluate migrant workers community needs, wants, and capacity, and establish a new set of goals.**

Much like Step 2, convene a group of individuals that can help you to evaluate the past year and to make sure that you are on track to achieve your vision. This maybe the same team that helped you in the process of forming your ministry (OSM staff). This may be the Migrant Ministry Leadership Team that is helping you to coordinate and execute your plan.

*Gather all of the data that you have collected and organize it under the relevant goals. Ask the group the following goals:*

- What did we learn this year?
- Did we succeed in implementing our plan?
- Why or why not?
- Did we collect relevant information?
- Does our data tell us anything?
- Did we overextend ourselves?
- What do we do very well?
- What do we need to do better?
- Did we move closer to achieving the vision that we developed for our migrant ministry?

*Re-evaluate the community needs and the wants and capacity of your parish.*

- Has anything changed?
- Is there anything that might change in the coming year?
- Will these changes affect our migrant ministry?
- Did opportunities arise for collaboration with other parishes or ecumenical organizations?

Return to Step 6 and begin writing goals for the coming year. Be sure to plan for effective data collection, and to revise your data collection strategy if the information you collected wasn't helpful. With a new set of goals, return to your parish leadership for their approval. You're ready to get back to work and in doing so, mobilizing your parish to serve as 'Salt and Light' to your community and the world.

## RELATIONSHIPS: DEVELOPING INTERPERSONAL SKILLS:

### How Can Good Listening Skills Improve Your Performance in Relationship Building?

Good listening skills will help make you a more productive volunteer.

#### They will allow you to:

- Better understand assignments and what OSM expects of you;
- Build rapport with other OSM Missionaries, OSM Staff, and those who we will visit since everyone craves understanding;
- Show support for others;
- Work better in a team-based environment;
- Resolve problems with the people we are visiting, other OSM Missionaries and OSM Staff;
- Answer questions, and
- Uncover the true meaning of what others are saying.

#### How to Be an Active Compassionate Listener and Look Like One

Many people aren't born with good listening skills. Even those who are great listeners sometimes engage in behaviors that make them appear to not be paying attention. The following tips will help you learn how to be an active listener as well as look like one:

- **Maintain Eye Contact:** When you are looking at someone in the eye, you have no choice but to pay attention. And there will be no question about whether you are.
- **Don't Interrupt the Speaker:** Save your questions and comments until the speaker finishes talking and you are able to digest his or her words.
- **Sit Still:** Fidgeting makes you look bored.
- **Nod Your Head:** This indicates to the speaker that you are taking in the information he or she is conveying.
- **Be Attentive to Non-Verbal Cues:** Paying attention to what the speaker doesn't say is as important as being attentive to his or her words. Look for non-verbal cues such as facial expressions and posture to get the full gist of what information the speaker is conveying.
- **Lean Toward the Speaker:** You will appear to be, and actually will be, engaged.
- **Repeat Instructions and Ask Survey Questions:** Once the speaker has finished talking, repeat his or her instructions to confirm that you understand them. This is also a good time to ask the survey questions.

## RELATIONSHIPS: DEVELOPING INTERPERSONAL SKILLS:

### Barriers to Compassionate Listening

Following the tips should help you become a better listener but you should be aware of barriers that might get in the way in some situations. Examples are:

- Your own biases or prejudices;
- Inability to understand the speaker because of an accent;
- Inability to hear because of background noise;
- Your own worry, fear, or anger; and
- A short attention span.

If you are faced with any of these roadblocks, you should try your best to overcome it. For example, if you are having trouble understanding a speaker because of a heavy accent, you can ask him or her to speak more slowly. If background noise is a problem, ask to move to a quieter place. It will take much more effort to conquer your own biases or prejudices but being aware of them is a good place to start.

### NOTES:

## Best Ministry Practices

- Learn the rules and obey the rules (ask leadership questions)
- Do not venture on your own (ask consent from leadership)
- All items must be seen and approved by leadership
- Unless leadership approves, do not accept anything from migrant workers
- Do not get involved with a migrant worker's personal or legal matters on your own
- Do not mail letters or packages from migrant workers
- Do not provide personal financial assistance to the migrant workers
- Volunteers will not be under the influence of un-prescribed drugs or alcohol while performing volunteer duties (equate this to being under the influence on job)
- Volunteers will not be providing other items unless consented by leadership
- Volunteers should not accept gifts from the migrant workers unless approved by leadership
- Volunteers should not take pictures of children for any purpose or reason. When publishing pictures, they must all be at least 18 years of age or older
- If an issue arises between migrant workers or a volunteer and migrant worker, please notify the leader and they will take further action on this matter
- Volunteers should not discuss personal business or discuss personal information with migrant workers
- Do not play favorites; be consistent and fair in your relationships and interactions with migrant workers. In other words, do not take sides
- Keep commitments. If an event or meeting is going to be canceled, please notify leadership and cancel it in advance.

### Best Ministry Practices

- Volunteers should dress appropriately. Common sense is of the essence in this matter
- Please be aware of your physical contact with migrant workers. Due to cultural sensibilities and other factors, physical contact can be misunderstood on many levels.
- Always wear identification which lets the migrant workers know who you are and where you are coming from
- Do not provide your phone number, address or any other personal information to migrant workers. If you provide this information to other volunteers, please make sure they maintain discretion
- Volunteers will travel in two's where one of these volunteers is a male. While at camp, both volunteers are to be together at all times and not separate even if it is two males
- While visiting the camps, establish the relationship first before you would begin taking information down
- Do not rally up the troops. We are there to provide services and not to be union organizers
- Plan ahead for everything. If you cannot commit, please notify leadership so provisions can be made. We are providing services to a group that depend heavily on our assistance
- For every OSM Missionary that visits, two off-site volunteers can tag along. However, the off-site volunteers cannot have consistent and direct contact with migrant workers. Also remember that out of these three individuals, one must be at least a male
- Learn your boundaries (time, effort, commitment, etc)
- Be mindful that you are there to serve so avoid the being savior approach.

## Training Checklist

Please check the following trainings once completed:

- Catholic Social Teaching
- Migrants: History and Demographics of Community
- Strategic Planning: Creating a Vision/Mission for Parish
- Relationships: Developing Interpersonal Skills
- Best Ministry Practices:

**KEEP THE FIRE BURNING!**

## Regular Check-ins:

- Prayer and Reflections
- Share Stories
- Review Action Plan
- Confront Unexpected Problems

## Mission Statement Worksheet

### What is a Mission Statement?

- *Communicates the essence of the Encounter Migrant Ministry to the parish community and to those it serves.*
- *States who we are*
- *States what we do*
- *States what we stand for*
- *States why we do it*
- *Mission statements are brief - a couple of sentences / no more than a short paragraph*
- *Describes the big picture*

• Who are we?

• What do we do?

• What do we stand for?

• Why do we do it?

## Vision Statement Worksheet

### What is a Vision Statement?

- Describes the possibilities that the Encounter Migrant Ministry might achieve in the future
- It is a compelling image of what the Encounter Migrant Ministry can become
- Touches deeper values and hopes
- Needs to be real, attainable and believable
- Needs to be able to be translated into actions that can be implemented over time

### *Please respond to the following questions:*

What should Encounter Migrant Ministry at our parish look like?

What should Encounter Migrant Ministry achieve in our community?

How should Encounter Migrant Ministry effect our parish?

What values and hopes to we embody as a group for our parish?

## Goals Worksheet

<b>Goal:</b>	
Step 1:	
Due Date:	\$\$/People Needed:
Step 2:	
Due Date:	\$\$/People Needed:
Step 3:	
Due Date:	\$\$/People Needed:
Step 4:	
Due Date:	\$\$/People Needed:
<b>Goal Complete By:</b>	<b>Total \$\$/People Needed:</b>

### Key Indicators of Success (e.g. community participation, individuals/families served):

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_



“meeting **Jesus** in them  
seeing **Christ** in us”



 **encounter**  
Migrant Ministry  
Office of  
Social Ministries